

Minutes of the Kilmersdon Parish Council
held at the Coles Garden Meeting Room
at 7.30pm on Monday 20th November, 2017

PRESENT: Cllrs K Lewis (Vice Chair, in the Chair) , R Butt, S Gibbs, D Hudson.

ATTENDING: Two members of the public. L Welch, Parish Clerk.

**Min
No**

1. **APOLOGIES**
743 Apologies for absence were received from Cllrs Morse and Jolliffe.

2. **DECLARATIONS OF INTEREST**
744 Cllr Hudson declared an interest in item 12 Planning Applications due to the trees being his.

3. **MINUTES**
745 The minutes of the Parish Council Meeting held on 16th October 2017 were approved and signed.

4. **PUBLIC SPEAKING TIME**
746 **Temporary Shop/ Cafe** - A member of the Community Shop and Cafe Committee gave an update on the Pre App which is being put in, which will include parking in the sheep field. It was expected this would take the form of a line of approximately 15 cars alongside the hedge, a track and then another line of 15 cars opposite it. A gate would be put in the fence at the other end in order to segregate the sheep from the cars. If this over flow parking is only used up to 28 times a year, it can be used under permitted development.

747 Another member of the public attended to watch the meeting with a view to considering standing as a Parish Councillor, with a particular interest in Agenda 21, 'think global, act local'.

5. **FINANCIAL MATTERS**
748 It was proposed by Cllr Hudson, seconded by Cllr Butt and **agreed** by the Parish Council that the financial expenditure below be approved.

Payee	Detail	Gross	Net	Power	Ch no
Savills	Garage rent	£50	£41.67	LGA 1972, s111	001208
L Welch	Salary (Oct)	£241.62	£241.62	LGA 1972, s112	001209
L Welch	Quarterly web fee - 1&1	£17.96	£14.97	LGA 1972, s111	001210
Grant Thornton	External Audit	£120.00	£120.00	AAR 2011 (6)	001211

749 It was confirmed that the garage is used for storage of items such as salt.

750 The Parish Council received a cheque in the amount of £200 from the Village Day to be earmarked for the Village Sign at the top of the hill.

Minutes are draft until approved at the next meeting.

Signed:

Dated:

Page 1

- 751 **Annual review of the Insurance Schedule** - The following items were **agreed** for change on the Insurance Schedule (1) Sums insured for play surfaces to be increased to £10,000 in line with the Fixed Asset Register; (2) Sums insured for the spiral garden to be added at a cost of £15,000 and the Clerk to check that vandalism is covered; (3) Noted that the garage is not insured and the Clerk to check with the Chairman whether there are any items stored within it which require insurance; (4) The Clerk to enquire about adding volunteers to the personal accident section in respect of litter picking and play park weekly inspections; (5) Clerk to alter the hirers' form for the playing field to indicate that the Parish Council's insurance excludes bouncy castles, fly walls, bungees and similar, catered food, bonfires, fireworks and organised sports and hazardous activities.
- 752 **Annual review of the risk assessment** - The risk assessment was considered in detail and it was noted that there are now five volunteers to do the weekly checks on the play park. The Clerk to ask the Chairman about whether fixed or portable electric tests should be undertaken at the garage.
- 753 **Final review of the Fixed Asset register** - The Fixed Asset Register was **agreed** pending confirmation of whether the bench at Jack and Jill Hill belongs to the Parish Council.
- 754 **2018/19 Budget** - The draft budget was discussed in detail and **agreed** in principle pending information on the tax base and precept calculation.

7. **HIGHWAY MATTERS**

- 755 **To receive any feedback on the request, via Cllr Pullen, at the last meeting for double white lines up the hill and the moving of the 30mph signs to their original positions** - **Agreed** to invite Cllr Pullen to the December meeting for an update.
- 756 **To receive any feedback from Cllr Drewe regarding the possibility of being part of local initiatives to reduce speed** - **Agreed** to invite Cllr Drewe to the December meeting for a specific update.
- 757 **Charlton Lane - feedback on the request for the pothole to be dealt with and a sign approaching the junction** - Noted that for safety, signs in both directions were needed and not just eastwards as suggested by the Highways Officer. There is no signage to warn and slow down the approaching traffic for cars turning right into Charlton Lane. The Clerk to inform the Highways Officer.
- 758 **Lights on Jack and Jill Hill** - The Clerk to inform Highways that lights are not working from the school down Jack and Jill Hill.

8. **VILLAGE SIGN**

- 759 It was noted that the village sign, estimated at £700, had received a contribution of £200 from the Village Day Committee. It was hoped that the remaining £500 might come from Highways to replace the damaged sign already in situ. This to be raised with Cllr Pullen at the next opportunity.

9. **GATES**
760 The Clerk to contact Somerset County Council directly for the Small Improvement Scheme grant forms in order to put in for a grant asap.
10. **PLAYING FIELD**
761 ***Rat infestation and clearance of site*** - The Clerk to contact Cllr Jolliffe to find out whether there is an update from Mr Edwards on the clearance of the overgrown site. Some rats had been seen on the road. If there is no update, the Clerk to contact Mr Edwards directly.
762 ***Weekly play area checks - Agreed*** that Cllr Lewis checks whether the work to the zip wire has been done and chase if it is outstanding. When the work is complete the Clerk to arrange the quarterly report from GB Sport and Leisure. The weekly checks by five volunteers are underway and the Parish Council expressed its gratitude to the volunteers and reviewed the items which require attention from the latest check sheet.
763 ***Footpath to Silver Street*** - it was noted that, being so well used, it gets very muddy between No. 1 and the overgrown patch. Ideally it needs hard core. Cllr Lewis to contact a local person for a quote.
764 ***Signage for the eight overflow parking spaces*** - Cllr Hudson confirmed that the Village Hall Committee has no objections to a sign on the village hall drawing attention to the 8 overflow parking spaces on the playing field. Cllr Lewis to obtain a quote, with a view to the Parish Council paying for this sign.
765 ***Hedge between the car park and the road*** - this needs cutting back on all sides and since budgetary provision has been made, the Clerk to ask the Chairman if this has been arranged, and if not, to contact SJH Services.
11. **CAR PARKING**
766 The Parish Council discussed the principle of allowing overflow parking in the sheep field and noted that Mendip DC might not agree to it due to the proximity of neighbouring junctions. There were mixed feelings about losing a section of the sheep field and general concern about how such works would be funded, the consensus being that it should not be funded by the Parish Council.
12. **PLANNING APPLICATIONS**
767 2017/2670/TCA Pollarding of Lime Tree, pruning of Willow and felling of Willow, 280 Kilmersdon Hill;
2017/2678/TCA Felling of 2 Ash trees, 68 School Lane;
2017/2743/TCA Felling of Oak, Kilmersdon School.
It was noted that the above planning applications had been agreed and that, because the deadline for comments was before the Parish Council meeting, the Parish Council had stated that it relied on the Tree Officer's comments.
13. **PLANNING ENFORCEMENT**
768 **Garage no 3, Kilmersdon** - It was noted that this enforcement issue was still outstanding and the Clerk to chase a response from the Enforcements Officer.

14. **DEVON AND SOMERSET DRAFT INTEGRATED RISK MANAGEMENT PLAN**
769 The consultation on the Risk Management Plan was noted.
15. **KILMERSDON FARM BRIDGE**
770 Works at Kilmersdon Farm Bridge were noted.
16. **TEXTILE RECYCLING BANK**
771 The Parish Council agreed a three year Service Level Agreement on the textile recycling bank, which the Clerk would sign and return.
17. **CORRESPONDENCE**
- 772 **Grants** - Cllr Gibbs to chase the PCC for their grant request this year. The Parish Newsletter to be invited to write a letter of application for funds. The Council received a request from Mendip Community Transport for grant funding. The Clerk was asked to respond, enquiring about the frequency and number of people in the village benefiting from the service. Grants to go on the next agenda.
- 773 **Bench on Jack and Jill Hill** - The Council noted a photograph and details of the bench on Jack and Jill Hill which needs mending. The Jack and Jill Hill Committee has received a quote for £250 to mend and upgrade the bench with wider metal galvanised slats. **Agreed** that the Clerk enquires who owns the bench and if it belongs to the Parish Council to add it to the Fixed Asset Register and arrange the repairs as requested, using funds from the footpaths budget.
- 774 **Notification of External Audit appointment 2017/18** - The Council discussed correspondence notifying them that the new external auditor is PKF Littlejohn LLP at a cost of £200 per annum, but there is the opportunity to opt out as an exempt authority. Given that a comprehensive internal audit takes place, agreed to opt out of the external audit.
18. **OUTSIDE BODIES**
- 775 **PACT Meeting** - Cllr Morse had sent updated Crime Statistics and communicated the view that they did not reflect all problems and complaints experienced by residents. The next PACT meeting is in Kilmersdon on 24th January 2018 at 7.30pm at Coles Garden. **Agreed** that the Clerk adds this to the Parish Council report in the Parish Newsletter, encouraging local people to attend.
19. **BOX OF KILMERSDON RECORDS**
776 To be delivered to the Clerk now that she has moved.
20. **MATTERS OF REPORT AND ITEMS FOR NEXT MEETING**
777 There were no items raised.
21. **DATE OF NEXT MEETING**
778 18TH December 2017 at 7.30 p.m. in the Coles Garden Meeting Room.
- 779 There being no other business, the meeting closed at 9.10pm.